

# **Regular Meeting of the Pawtucket School Committee**

**Tuesday, March 11, 2014 at 6:00 PM**

**Jenks/JMW Complex for the Performing and Visual Arts Media Center**

**350 Division Street, Pawtucket RI 02860**

## **Minutes**

**I Meeting will come to order**

**The Chairman, Mr. Araujo, called the meeting to order at 6:12 PM.**

**a Roll call**

**Ms. Cano-here; Mr. Coughlin-here; Ms. Nordquist-here; Mr. Tenreiro-here; Mr. Araujo-here**

**Ms. Bonollo and Mr. Spooner were not present.**

**Also in attendance were Ms. Patricia DiCenso, Interim Superintendent of Schools; Ms. Kathleen Suriani, Elementary School Performance Officer; Ms. Melissa Devine, Chief Financial Officer and Mr. Dennis Rebelo, Interim Facilities Director.**

**Legal Counsel was not present.**

**b Pledge of Allegiance**

**The Chairman, Mr. Araujo, led the audience in the Pledge of Allegiance.**

## **II Celebration /Recognition**

**Interim Superintendent, Ms. DiCenso recognized Ms. Sharon Gregory and her students for their first time participation in the All State Rhode Island Education Music Association Chorus and announced that pictures would be posted on the Pawtucket School Department website shortly.**

## **III Special Reports of Student Representatives**

**Charles E. Shea High School**

**None**

**William E. Tolman High School**

**The student representative reported that the school collected 924 Pennies for Patients and that the NECAP reading, math and writing scores had improved. It was reported that the Tolman Basketball team had a great season. The students had received assistance completing their financial aid forms and this Friday the teachers would be playing the students in a volleyball game.**

**Jacqueline M. Walsh School for the Performing and Visual Arts**

The student representative reported that the travel class recently returned from Europe where they visited Rome and Barcelona. May 12 they will put on a performance about the Harlem Renaissance. March 26th is creative career day where the teachers help shed light to help the students choose their future professions. Students would be leaving for China in month and thanked the student body for their supporting resources.

#### **IV Public Participation**

Comments from the public are invited at this time. Citizens wishing to speak should sign in with the Committee Chair before speaking. The Committee is precluded from discussing or acting on items raised by Public Comment, which are not already on the agenda. Public comment will be included in the minutes of the meeting.

Mrs. Maggie Roger: Good evening. I've asked for some information regarding the JROTC Program and am not sure I received all of it. There was a flurry of emails between April and November and then deafening silence. There was an indication of a site visit being planned. Whether there's a signed MOU; there's not a signed MOU with Mr. Tenreiro's name on it and there's something about a drill team coming to perform and says "more bang for your buck."

The Tolman football team is not eligible for the playoffs next year

because of a ten second squirmish and because Mr. Mezzonatte said there is zero tolerance, but you want to bring a drill team to eighth graders.

I see there's an approval of certified appointments and I don't know if they are the ROTC instructors because they have to be certified teachers in the Pawtucket Teachers Alliance or will they be as emergency certified?

Point of order called.

Superintendent Cylke wrote, "Our kids need this, we're looking to enrich them."

I've seen how this program can impact in not so positive ways. I'm going to ask Ms. DiCenso if I can give you this. I don't have any minutes that show where you could submit the request. If you have any questions, you can contact me.

## **V Approval of previous meeting minutes**

Mr. Tenreiro moved to approve the minutes of 1/28/14; 2/11/14, with corrected amendment—Mr. Araujo voted yes, to approve and accept Superintendent Cylke's transition plan; 2/17/14 and 2/25/14. Ms. Nordquist seconded.

**Voice vote carried unanimously as amended with five members present.**

## **VI Old Business**

### **1. Approval of RFP for Legal Services**

**Ms. Devine:** At the January meeting, I reached out to several colleagues and was asked to go through and pick a format for the RFP for legal services. I picked that of District Barrington and picked parts from others and Mr. Coughlin looked at it. I'm submitting here what I call a draft copy. If approved, I will need dates. The second area is at page two at the bottom to supply three references. If you keep this, it limits you and will narrow your pool down.

**Mr. Araujo** stated that he did not want to limit the number.

**Ms. Devine:** The other section is liability and I don't know if that needs to stay there. It was only in the one for Barrington. Maybe Mr. Coughlin can help us with that.

It may be advantageous for us to have legal counsel at every meeting instead of tabling an item. There are ten to twelve annual meetings at approximately two hours each meeting. I think that's a fair statement.

For billing purposes, it would be advantageous to have invoice that are already redacted and ready for public access and put that in the

**RFP or you can save that for the interview process.**

**A few things Mr. Coughlin pointed out are not limited to the following:**

- **No Child Left Behind Act**
- **Race To The Top**
- **Title VII Civil Rights Act**
- **Practice before Rhode Island Courts and add U. S. District Court and Rhode Island Human Rights Commission**
- **Minimum of ten years with Rhode Island license admitted to practice in U. S. District Court.**

**I need to know what the Committee wants for me to move forward.**

**Ms. Nordquist moved to approve the RFP for Legal Services. Mr. Coughlin seconded.**

**Mr. Coughlin: Ms. Devine said she wants a date.**

**Ms. Nordquist: Our current services, is there a contract?**

**Mr. Araujo: Ms. Devine is looking for a date to present a final document.**

**Ms. Devine: What I'd like is a RFP date to go out to bid and include some of the items here on the invoice. Take out things pointed out.**

**When do you want them live? The new fiscal year and when to move forward with the ad.**

**Mr. Araujo: I think the fiscal year is always a good starting point. I think when you make revisions and bring them back we can decide that.**

**Ms. Cano: Who will get the proposals and evaluate them?**

**Ms. Devine: What I read is there are state regulations the School Committee can open and have an interview process and email me questions.**

**Mr. Coughlin: I've asked for a five year detail of our legal invoices.**

**Ms. Devine: Ms. Liss and I are working on that.**

**Mr. Coughlin: The only reason I asked for that is so that we don't miss anything. I can withdraw the request.**

**Ms. Nordquist: I'll withdraw the motion.**

**Ms. Nordquist moved to table the RFP for Legal Services until the next regularly scheduled School Committee meeting. Ms. Cano seconded.**

**Roll call**

**Ms. Cano-yes; Mr. Coughlin-yes; Ms. Nordquist-yes; Mr. Tenreiro-yes;  
Mr. Araujo-yes**

**Motion carries unanimously with five members present.**

## **2. Approval of 2nd Reading of Pawtucket School Department Wellness Policy**

**Ms. DiCenso: This is the second reading of the Wellness Policy. Ms. Suriani worked very closely with the Wellness Committee and administrators on this policy and are requesting your approval of this second reading of the Pawtucket School Department Wellness Policy.**

**Ms. Cano moved to accept and approve the second reading of the Pawtucket School Department Wellness Policy. Ms. Nordquist seconded.**

**Mr. Tenreiro: Daily recess is a fifteen minute period and should not be taken away from students as punishment.**

**Voice vote carried unanimously with five members present.**

## **VII Action Items**



## **1. Approval for two week extension to finish unofficial minutes of February 11, 2014 meeting**

**Mr. Araujo:** This first action item is removed as a result that the 2/11/14 minutes have been accepted and approved.

## **2. Approval of Facilities Director--Title Adjustment Only**

**Ms. DiCenso:** Before my arrival, Mrs. Cylke made changes in the Facilities Department and Mr. Rebelo graciously took on the responsibilities of that department. Mr. Rebelo is up at 3:00 AM to check the roads and his attention to detail with very little staff is to be commended. Directors are very impressed with his detail and Mr. Rebelo works with state regulations. I am requesting he lose the title Interim and be the leader he is, Facilities Director.

**This is a title change only.**

**Ms. Cano** moved to change Mr. Dennis Rebelo's title from Interim Facilities Director to Facilities Director. Mr. Coughlin seconded.

**Ms. DiCenso:** He has taken on the roll with a slight increment and we cannot discuss that.

**Roll call**

**Ms. Cano-yes; Mr. Coughlin-yes; Ms. Nordquist-yes; Mr. Tenreiro-yes;  
Mr. Araujo-yes**

**Motion carries unanimously with five members present.**

### **3. Approval of Certified Appointments**

**Ms. DiCenso: We had a resignation at Tolman and Goff and ask that you appoint Renee Beaulieu Rodrigues as a special educator at Tolman and Kevin Koehler as a music teacher at Goff for one year only, until the end of this school year.**

**Mr. Tenreiro moved to approve the certified appointments as recommended by Ms. DiCenso. Ms. Nordquist seconded.**

**Ms. Nordquist: They're one year only. Will they be recalled again?**

**Ms. DiCenso: They will be terminated and recalled. The Committee recommended this last year.**

**Mr. Coughlin: We voted on a hiring freeze.**

**Ms. DiCenso: We're filling positions that are already in the budget. The resignation was a step ten and the hiring is at step one, so there is a savings there.**

**Roll call**

**Ms. Cano-yes; Mr. Coughlin-yes; Ms. Nordquist-yes; Mr. Tenreiro-yes;  
Mr. Araujo-yes**

**Motion carries unanimously with five members present.**

#### **4. Approval of Non Certified Appointments**

**Ms. DiCenso: We are requesting your approval of a teacher/building assistant at Varieur Elementary School and a personal care assistant at Tolman High School. They are Sonia Marchese, teacher/building assistant and Megan Faucher, personal care assistant.**

**Ms. Nordquist moved to approve the non-certified appointments as recommended by Ms. DiCenso. Mr. Tenreiro seconded.**

**Roll call**

**Ms. Cano-yes; Mr. Coughlin-yes; Ms. Nordquist-yes; Mr. Tenreiro-yes;  
Mr. Araujo-yes**

**Motion carries unanimously with five members present.**

#### **5. Approval of Temporary Salary Adjustments for Additional Clerical Duties**

**Ms. DiCenso:** Earlier this year Mrs. Cylke's administrative assistant resigned. Mrs. Cylke brought in Ms. Liss and Ms. Pereira and asked them to take on those responsibilities instead of hiring another assistant with Mrs. Cylke's departure. I will say how much more that the Superintendent's work involves and the assistants are required to work extra hours in addition to their regular work day. I have worked with Ms. Devine with the remaining salary that we are not using and that she would make them whole through June 30, 2014 only and asking that you approve this with the absence of Mrs. Cylke.

**Mr. Tenreiro** moved to approve the temporary salary adjustments for additional clerical duties as recommended by Ms. DiCenso. **Mr. Coughlin** seconded.

**Ms. Cano:** After June 20, 2014, this is to be re-adjusted to the new salary?

**Ms. DiCenso:** Yes.

**Roll call**

**Ms. Cano-yes; Mr. Coughlin-yes; Ms. Nordquist-yes; Mr. Tenreiro-yes; Mr. Araujo-yes**

**Motion carries unanimously with five members present.**

**6. Approval of Budget Workshop/Special Meeting Date(s) Tuesday, March 27, 2014 and Tuesday, April 1, 2014**

**Mr. Tenreiro moved to approve the budget workshop/special meeting dates of March 27, 2014 and April 1, 2014. Ms. Cano seconded.**

**Voice vote carried unanimously with five members present.**

**7. Approval to Dispose of Unused Vehicles**

**Mr. Rebelo: We are requesting your approval to dispose of three vehicles that are no longer being used by the School Department. They are a 1991 GMC white pk; a 1988 white Ford van and a 1998 Chevrolet pickup truck.**

**Mr. Tenreiro moved to approve the disposal of the three unused vehicles as recommended by Mr. Rebelo, Facilities Director. Mr. Coughlin seconded.**

**Voice vote carried unanimously with five members present.**

**8. Approval for School Lunch Price Increases**

**Ms. Devine: Each year Section 205 of the Healthy, Hunger-Free Kids Act of 2010 requires school food authorities participating in the**

**National Food Lunch Program to provide the same level of food for kids who are not eligible for free or reduced priced lunches. It recommends that we need to increase the lunch prices for paid student lunches and there is a maximum of \$.10 per each school year.**

**Therefore, we are recommending to increase the elementary paid lunch from \$1.55 to \$1.65 and the secondary from \$1.70 to \$1.80 for the 2014-2015 school year.**

**Mr. Coughlin moved to approve the school lunch price increases. Ms. Cano seconded.**

**Mr. Coughlin: What's the alternative if we don't raise the prices?**

**Ms. Devine: I'd have to refer to RIDE. We should be at \$2.65 for students who are not at free and reduced. For what we get for the free and reduced to be equitable it says we should be at \$2.65 and we can only raise it \$.10 each year.**

**The program is an enterprise fund which is self-funded. If it operates at a loss, we have to make up the loss.**

**Mr. Coughlin: You have kids who are going to be on that cusp. I don't want to see kids go without.**

**Mr. Tenreiro: Our kids already get universal free breakfast. Does it already take into consideration that it's an enterprise fund that we**

**don't take in that much?**

**Ms. Devine: We receive higher reimbursement for free status than paid status and there's an analysis that says it. I can supply you with the fund balance that's used to pay for the equipment for the program.**

**Mr. Tenreiro: I'd like more information so I can understand it better.**

**Ms. Cano moved to table the approval of school lunch price increases until the next regularly scheduled meeting. Mr. Tenreiro seconded.**

**Roll call**

**Ms. Cano-yes; Mr. Coughlin-yes; Ms. Nordquist-yes; Mr. Tenreiro-yes; Mr. Araujo-yes**

**Motion carries unanimously with five members present.**

## **9. Approval to Repair Ceiling of Science Lab in Shea High School**

**Ms. DiCenso: We have in front of you a request to approve to repair the ceilings in the Science Lab at Shea High School. The lab is used seven periods a day and the cost to repair it is \$2,270.00.**

**Mr. Tenreiro moved to approve the ceiling repair in the science lab at**

**Shea High School as recommended by Ms. DiCenso. Mr. Coughlin seconded.**

**Mr. Tenreiro: Handled as a change order as what?**

**Mr. Rebelo: From the original work order we had in May from J. J. Cardosi.**

**Mr. Tenreiro: If you think there's going to be a number change orders; let's just go with it, if it's just this one.**

**Roll call**

**Ms. Cano-yes; Mr. Coughlin-yes; Ms. Nordquist-yes; Mr. Tenreiro-yes; Mr. Araujo-yes**

**Motion carries unanimously with five members present.**

## **VIII Presentation/Discussion Items**

### **1 Monthly Financial Report**

**Ms. Devine: On January 31st it actually shows the school department in a deficit of \$686,000.00. The City shows a surplus under \$400,000.00. If you look at page three, operations are at 60% for municipal appropriation. State aid is at 51% and most of the Medicaid is received by mid spring. Building rentals and tuitions are operating**



higher than expected due to JMW and collecting expenses we are on target and continue to fund Medicaid expenses and we are still on the good side.

I'm still confident we may have to use the medical reserve for the deficit.

## **2 Monthly Vendor Expense Report**

Ms. Devine: Keep in mind that actual payment is through February, 2014. Mr. Araujo asked to give a summary and the reason the report is so large is for the account description. I can email to you and give you a summary on paper. I can provide both formats.

Mr. Araujo: I mentioned to Ms. Devine that this was easier.

## **3 Discussion of RFP for Consultant Services for Superintendent Search**

Ms. Devine: The Committee requested me to seek RFP's for consultant services and Mrs. Cylke pointed me in the direction of Newport. I reached out to Newport and they were kind enough to send a copy of their RFP.

Mr. Coughlin: Did they tell you how much they spent?

**Ms. Devine: \$11,000.00. The highest bidder was \$20,000.00. The initial bid was for \$7,960.00, but there were additional fees of \$3,000.00.**

**Mr. Coughlin: Do we know the entire cost?**

**Ms. Devine: No, I know the ad we just put out was \$300.00.**

**Mr. Coughlin: Could you find out how much we spent four years ago?**

**Mr. Tenreiro: I'm fine with this RFP.**

**Ms. Nordquist: I agree.**

## **IX Interim Superintendent's Report**

**Ms. DiCenso: This week the leadership of the Pawtucket Teachers Alliance ask that I visit the elementary school and I went with Mr. Beaupre. I want to say we sit here and talk about the programs. It was joyous and marvelous to see the teachers engage with the students. We should be proud the children are in such good hands.**

**The City Council approved the Facilities plan and approved the non-certified contract.**

## **X Special Report of School Committee Members**

**Ms. Cano:** This past week Pawtucket and Central Falls collaborated with parents and both Patti and Kathy attended and there was great energy. I was happy to be there and we were represented.

Also I was a judge at the Creative Chef Challenge and the three winners were from Fallon. Patti and Ms. Bonollo were also there and I want to thank Sodexo.

While at a meeting for my job we went to a restaurant and students from Slater were there and showed what it took to order in Spanish and the teacher, Jennifer Folkes, and the students were very excited and personable. It was really impressive.

This is Woman's History Month. Congratulations all and Happy Birthday to Chairman, Araujo.

**Mr. Coughlin:** Good night.

**Ms. Nordquist:** Good night and Happy Birthday, Chairman.

**Mr. Tenreiro:** Thank you.

**Mr. Araujo:** I went to Varieur with Mr. Tenreiro for the NECAP

**presentation. Congratulations on such a great event. I went to the Oakland Raiders banquet. It's one team that made it to the Nationals in Florida. It's made up of students from Shea in the Woodlawn section of the City to try to keep kids to stay off the streets.**

**Thank you and have a good night.**

## **XI Adjournment**

**Mr. Tenreiro moved to adjourn. Ms. Nordquist seconded.**

**Voice vote carried unanimously with five members present.**

**The Chairman, Mr. Araujo, adjourned the regularly scheduled meeting of the Pawtucket School Committee on Tuesday, March 11, 2014 at 7:22 PM.**

**Respectfully submitted,**

**Clerk**

**Approved 4/15/14**